

CITI TRAINING

RESEARCH WITH HUMAN SUBJECTS TRAINING REQUIREMENTS

Eligible patients recruited for the CHAMP study are **required** to provide informed consent to participate in the trial. All clinic personnel who are providing informed consent to patients are required to complete a series of **CITI training courses** on performing research with human subjects and good clinical practices.

First, clinic personnel will need to go to the **CITI Website** and **register as an affiliate of the University of Washington**. Please see the [UW HSD Website](#) for detailed instructions on how to register as a University of Washington affiliate.

On Step 6 of your initial registration as a University of Washington Affiliate, you will be asked what Department you are a part of and your Research Role. Please answer as follows:

- **Department:** Psychiatry and Behavioral Sciences
- **Research Role:** Research Assistant

ACTION: Please register for and complete the below CITI Training Courses before CHAMP Training begins and email a copy of each completion certificate to [Kat James](#). If clinic personnel have *already completed* a comparable CITI training, send a copy of the completion certificate to Kat James for review.

1. **Human Subjects Learners (4-6 hrs)**

Course Description: Key personnel for NIH funded human subjects research can fulfill the NIH training requirement by completing this training. This course can be used as either a basic or a refresher course.

2. **GCP – Social and Behavioral Research Best Practices for Clinical Research (2-3 hrs)**

Course Description: Principal investigators and clinical trial staff for NIH funded clinical trials can fulfill the NIH training requirement by completing this training. The GCP training program emphasizes the practical roles and responsibilities of the research team. The Social and Behavioral Research course is tailored to behavioral trials.

CITI TRAINING RENEWAL REQUIREMENTS

1. **Human Subjects Learners (4-6 hrs)**

- a. To be renewed, at the Expiration Date or **3 years** after the Completion Date if your CITI certificate does not indicate an Expiration Date.
- b. UW affiliated renewal course: ***CITI Research with Human Subjects Refresher Course***

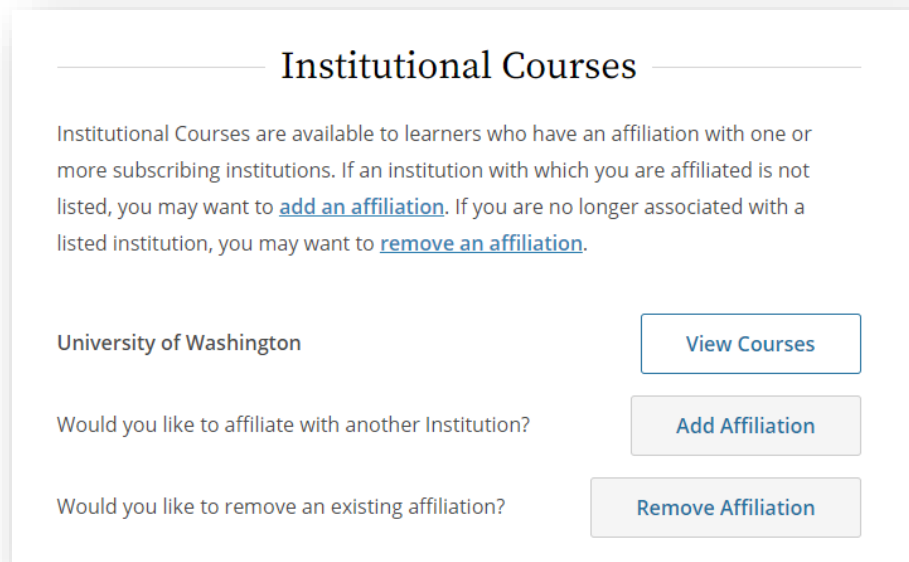
2. **GCP – Social and Behavioral Research Best Practices for Clinical Research (2-3 hrs)**

- a. To be renewed, at the Expiration Date or **3 years** after the Completion Date.

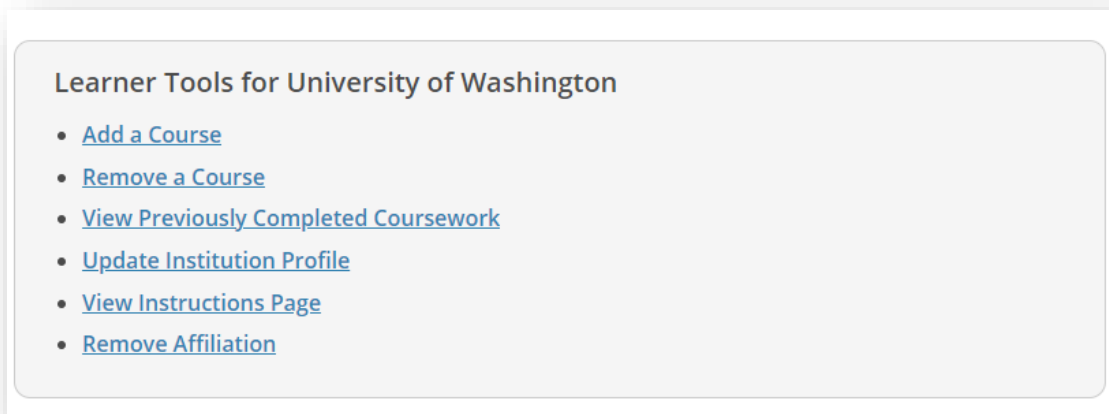
INSTRUCTIONS FOR ADDING A COURSE

First you need to [log in](#) using the account you created before.

Once you log in, on the home page you'll go to **View Courses** under 'Institutional Courses.'



It will bring you to page with your courses listed. At the very bottom of the page, under **Learner Tools for University of Washington**, click **Add a Course**.



The next page says, "Select Curriculum" and gives you descriptions of 4 courses. At the very bottom there's a **Question 1** to answer. Click the 'I am registering to take a CITI course for the first time' option.

Question 1

What is your purpose in registering for CITI web-based training today?

This question is required. Choose all that apply.

- I am registering to take a CITI course for the first time.
- I need to take training in Health Information Privacy and Security.
- I am engaged in work related to animals or animal research.

The next page it will look similar, but at the bottom there's a **Question 2**. Click "**Research with human subjects**" if you have not completed that module, or "**GCP – Social and Behavioral Research Best Practices for Clinical Research**."

Question 2

Which of the following describes areas in which you are or will be involved?

This question is required. Choose all that apply.

- Research with human subjects.
- Research with Human Subjects (Refresher)
- Research with stem cells.
- Good Clinical Practice
- GCP – Social and Behavioral Research Best Practices for Clinical Research
- Graduate study and receiving funding from the National Science Foundation (NSF)
- Undergraduate study in a course on research methods.

Question 2

Which of the following describes areas in which you are or will be involved?

This question is required. Choose all that apply.

- Research with human subjects.
- Research with Human Subjects (Refresher)
- Research with stem cells.
- Good Clinical Practice
- GCP – Social and Behavioral Research Best Practices for Clinical Research
- Graduate study and receiving funding from the National Science Foundation (NSF)
- Undergraduate study in a course on research methods.

Once you click that, it will take you to a page that says you're enrolled for the course, and it will be listed below. Click the blue **Start Now** button to start the course.

Courses Ready to Begin

[Learner Tools](#)

University of Washington
GCP – Social and Behavioral Research Best Practices for Clinical Research
Stage 1 - Basic Course

0 / 9 modules completed

[Start Now](#)

Once you are done with the course, please click the **View – Print – Share Record** button to download the completion certificate.

Completed Courses

[Learner Tools](#)

University of Washington
Human Subjects Learners
Stage 1 - Basic Course
[Post-Course Survey](#) i

Passed 03-Jan-2016

[Review Course](#) [View - Print - Share Record](#)

Click the **View/Print** option to download a PDF or click the **Copy Link** option to create a direct link to the certificate. Send your certificate PDF or link to [Kat James](#). Your certificates must be verified prior to consenting patients.

Completion Certificate

Completion Certificates are "diplomas" that reflect course completion, but do not include quiz scores. Certificates are suitable for sharing with persons who do not need to see your quiz results, or posting online.

[View / Print](#) [Copy Link](#) ↗